

Department of Public Works

The administration and engineering office provides the management of the Town's public works services. The department is responsible for all public Town roads, sidewalks, storm drainage systems, street trees, three major public buildings, central rolling stock acquisition and maintenance, municipal parking lots, sanitary sewers, traffic signs and signals, pavement markings, solid waste disposal and hazardous waste disposal. It also provides the in-house engineering necessary to carry out these responsibilities as well as plan review for the Planning and Zoning Department for the smaller projects. This department also issues Street Excavation Permits and Sewer Connection Permits. In addition to routine office activities that include processing approximately 1,200 public inquiries and work requests annually, the assigned clerical personnel issue over 7,150 dump stickers yearly and handle approximately 195 waste disposal accounts with annual billings in excess of \$415,000. Clerical personnel also service 5420 sewer service accounts generating annual revenues of approximately \$4,100,000. Staff salaries are allocated between the Public Works account (General Fund), Parking Fund and Sewer Fund based upon periodic checks and estimates of the actual time that is spent in performing job duties. Staff from this department handle all CBYD mark outs, approximately 2420 CBYD tickets this past year, which was a slight 30% increase in this area.

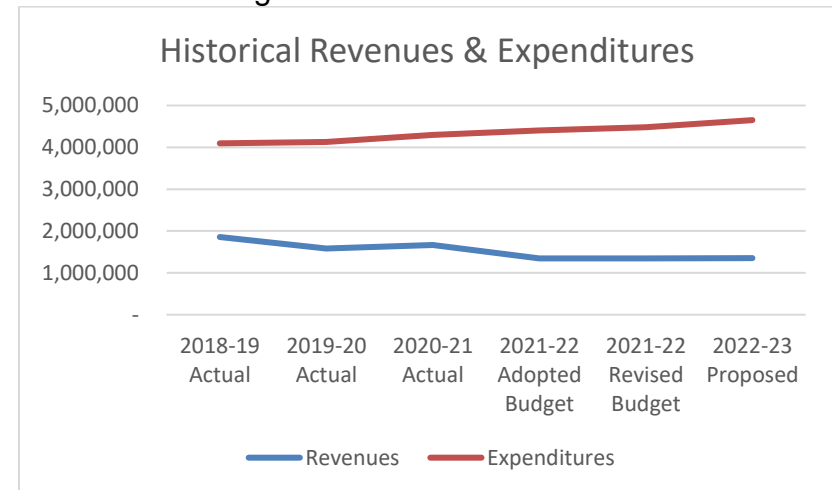
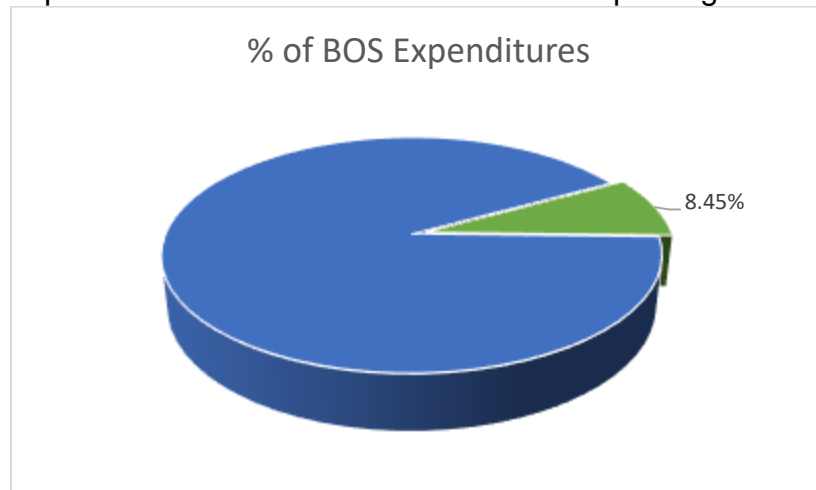
The roadway and walkway branch supports the maintenance of 81 miles of roads, approximately 25 miles of sidewalk, 33 bridges, numerous drainage structures, 12 municipal parking lots, the Public Works Garage and transfer station, rolling stock and small equipment, street trees, street signs, regulatory signs, 13 signalized intersections, pavement markings and storm event recovery. It also supports programs such as Town Wide Paving, Street Sweeping, Christmas Tree Pickup, Leaf Pickup, Sidewalk Installation or Replacement, Tree Replacement, Spring Bulk Waste Pickup and the opening and closing of Gorham's Pond fish ladder and tide gates.

The solid waste disposal division operates the transfer station and manages the disposal of solid waste as well as managing the Single Stream Recycling program, both major municipal services. It involves the operation of a waste drop-off and transfer station, the operation of a yard waste compost program, the monitoring of licensed waste haulers and resident permit holders, and the operation of the weigh station (commercial scale) for billing commercial clients. Of greatest cost significance, the account provides funding for tonnage-based disposal charges that the Town must contractually pay for hauling and disposal of Darien-generated waste. Currently the transfer station is providing a successful Single Stream Recycling (SSR) program (one of only a few towns still that generate revenue from recycling) to reduce the Municipal Solid Waste (MSW) cost along with the very popular "Swap Shop" which provides the town with an opportunity to reduce its cost of waste disposal. We have expanded our program at the transfer station and now recycle paint and mattresses. We also have a new Food Waste Composting program at our facility which has been in service for just over two years now and has shown increasing participation every month...even during the Covid pandemic.

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The public building management area facilitates the operation and maintenance of three principal Town government buildings: The Town Hall (including the Mather Center), the Town Garage and Police Station. Also included on the list of structures that are maintained are the two railroad stations, three pump stations and seven total structures located at two town beaches and two town parks. The town's installation of solar panels on the three buildings listed above to reduce electric costs to the town is starting to show positive results. The solar project this past year has realized a savings of \$11,774, which corresponds to a 35% savings increase from the previous year.

Finally, the parking facility group operates and maintains those parking spaces that are located on Town property. The expenses of the railroad stations and their parking lots can be found in the Parking Fund.



[Click here to explore historical and proposed revenues for this department](#)

[Click here to explore historical and proposed expenditures for this department](#)

Accomplishments 2020-2021

- Ended the fiscal year under budget.
- Completed BMS system upgrade @ PD Facility.
- Paved 5.8 miles of town roadways.

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- Replaced 2100 LF of concrete sidewalk on Tokeneke Road from Great Hill to Cliff Ave.
- Realized an increased savings the electric costs at the Town Hall, PD and the DPW Garage from the two-year-old solar panels.
- Provided MNR training for staff to be allowed to work on the RR platforms.
- Provided a safe, clean and sanitized Town Hall, Mather Center & DPW garage during COVID.
- Monitored Eversource Gas and Aquarion as they continue to upgrade their infrastructure throughout town.
- Provided town oversight of three large construction projects for compliance with town standards.
- Provided safety screening for all work areas in Town Hall so that employees could properly social distance at work.
- Obtained all easements required for Noroton/West Ave Intersection Project and obtained approval from the DOT. (LOTCP Project)
- Replaced 700 LF of concrete sidewalk on Tokeneke Road from Silver Lake to Rainbow Circle.

Accomplishments/Objectives 2021-2022

- Bid and start construction of Noroton/West Ave Intersection Project.
- Replace the Town Hall Gym windows along the north side of the gym.
- Complete construction of new concrete stair case at town hall from lower parking lot to front circle.
- Complete the upgrades to the heating control system at the Town Hall.
- Working with DOT Rails on new Platform/Elevator Design for the Darien RR Station.
- Replaced 2000 LF of concrete sidewalk on Hollow Tree Ridge Road from West Ave to Middlesex.
- Replaced 1150 LF of asphalt sidewalk on McClaren Road from Mansfield to Leroy Ave.
- Replaced 2100 LF of asphalt sidewalk on Coachlamp Lane from Gardiner to Post Road.
- Planning to replace 1060 LF of concrete sidewalk on Post Road from Hampton to Salt Box.
- Completed the security upgrades at Town Hall.
- Continue to provide a safe and sanitized Town Hall, Mather Center and DPW Garage.
- Continue working with the DOT on a new Noroton Heights RR Station.
- Install sidewalks within the Noroton Heights RR station south side parking lot.
- Continue to encourage DOT to move on regarding the Noroton and Ledge Road LOTCIP project.
- Continue to monitor Eversource Gas and Aquarion as they perform infrastructure upgrades.
- Continue to provide oversight of heights area project and Corbin Road project.
- Assisted during Hurricane “Elsa” and “Ida” with flood damage cleanup and remediation.

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- Implementing flood hardening measures of town facilities wherever feasible.
- Install/upgrade drainage facilities where needed.
- Perform drainage studies in selected areas of town where flooding occurred.

Objectives 2022-2023

- Complete the construction of the Noroton and West Intersection Project. (LOTICIP)
- Continue implementation of energy cost savings measures.
- Provide oversight of proposed town wide utility upgrades.
- Continue to provide high level oversight of the three large construction projects in town.
- Complete construction of Noroton/West Ave Intersection Project.
- Continue scheduling of sidewalk repairs/replacements using the 5-year plan.
- Continue updating the town wide Storm/Sanitary Sewer GIS data.
- Implement Transfer station upgrades to driveway.
- Pave 6.3 miles of town roadway.

Five Year Outlook

- The PW Engineering group is working on a Town-wide GIS/GPS storm and sanitary sewer data collection program to further enhance the information and provide a more user friendly and accessible system. This will allow for better customer service and provide a rapid response to any and all emergencies.
- The Administration and DPW of the Town of Darien is still currently engaged in discussions with the DOT Rails division regarding preliminary design concepts for a new Noroton Heights RR Station and Pedestrian overpass. The plan is to form a Public-Public Partnership with the goal to move forward to a final design, obtain all necessary funding and then move right into the construction of the new station. The Town is looking forward to this venture and DPW will continue to push ahead to make this a reality.
- The new MS4 General Permit requirements, presented by the DEEP of the State of Connecticut, have been put in place and activated for 2017 are covered in the professional services line item to fund the additional costs associated with the in field testing that has been added. We are now trained to do field sampling and will continue to work with the consultant to maintain the necessary documentation and programs to comply with the many DEEP requirements.
- The DPW over the past 5 years has implemented a program to replace the outdated and rotted large body plow trucks in order to obtain a fleet that meets all current EPA emission standards and are structurally sound. These

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older trucks currently require considerable body and mechanical maintenance due to the impacts of the road salt over the many years of service. Now with the new wash bay, the new trucks recently purchased will have the opportunity to extend their useful life. We will continue with our plan to have all 7 large trucks replaced within the next 4 years.

- Town of Darien bridge inspection reports from the State DOT, received in September of 2016, continued to show a need now and in the future for further detailed inspections and some minor improvements. It is anticipated that those additional inspections will lead to designed upgrades and their implementation which have been included in the out years in the capital plan. Inspections are planned in the spring of 202 thru 2026 by a consultant to assist in addressing issues noted in the DOT report. DPW has addressed a few of the issues at a number of the bridge location where they could.
- Still the current filing system for the record sewer and drain mapping is inefficient and will require funds and time be spent to scan the documents. This will allow the engineers in the field to have direct access to the information when needed.
- The Public Works and Planning and Zoning Departments are still diligently pursuing additional grants that will allow the Town to make major Capital Infrastructure Improvements using Federal funds to support the majority of the cost.
- DPW currently has a contract with our Transfer Station vendor that ends in June of 2024 and we are working with our vendor now so to possibly extending the contract 5 more years in an attempt to continue to show some revenue stream from our Single Stream Recycling.

| Revenues | 2018-19 Actual | 2019-20 Actual | 2020-21 Actual | 2021-22 Adopted Budget | 2021-22 Revised Budget | 2022-23 Proposed |
|-------------------------|-------------------|-------------------|-------------------|------------------------------|------------------------------|---------------------|
| Charges For Services | 866,519 | 703,993 | 698,271 | 739,741 | 739,741 | 747,628 |
| Other Financing Sources | 603,807 | 603,807 | 473,839 | 224,309 | 224,309 | 221,894 |
| Licenses & Permits | 293,991 | 171,177 | 382,284 | 290,000 | 290,000 | 290,000 |
| Miscellaneous | 86,002 | 94,945 | 101,541 | 86,500 | 86,500 | 87,000 |
| Fines & Forfeits | 5,950 | 6,520 | 6,535 | 4,750 | 4,750 | 6,000 |
| Total | 1,856,268 | 1,580,442 | 1,662,470 | 1,345,300 | 1,345,300 | 1,352,522 |

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| Expenditures | 2018-19 Actual | 2019-20 Actual | 2020-21 Actual | 2021-22 Adopted Budget | 2021-22 Revised Budget | 2022-23 Proposed |
|----------------------|---------------------------|---------------------------|---------------------------|---------------------------------------|---------------------------------------|-----------------------------|
| Personnel | 2,057,489 | 2,109,533 | 2,157,844 | 2,203,094 | 2,274,270 | 2,316,220 |
| Contractual Services | 1,686,958 | 1,683,521 | 1,809,142 | 1,844,201 | 1,844,201 | 1,910,581 |
| Materials & Supplies | 350,259 | 334,182 | 332,729 | 357,634 | 357,634 | 423,316 |
| Total | 4,094,706 | 4,127,236 | 4,299,715 | 4,404,929 | 4,476,105 | 4,650,117 |

| Staffing | 2018-2019 | | 2019-2020 | | 2020-2021 | | 2021-2022 | | 2022-2023 Proposed | |
|-------------------------------|---------------------------|--------------|---------------------------|--------------|---------------------------|--------------|---------------------------|--------------|-------------------------------|--------------|
| | <i># of positions</i> | <i>FTE's</i> | <i># of positions</i> | <i>FTE's</i> | <i># of positions</i> | <i>FTE's</i> | <i># of positions</i> | <i>FTE's</i> | <i># of positions</i> | <i>FTE's</i> |
| Director of Public Works | 1 | 0.75 | 1 | 0.75 | 1 | 0.75 | 1 | 0.75 | 1 | 0.75 |
| Asst Director of Public Works | 1 | 0.75 | 1 | 0.75 | 1 | 0.75 | 1 | 0.75 | 1 | 0.75 |
| Supervisor | 2 | 1.40 | 2 | 1.40 | 2 | 1.40 | 2 | 1.40 | 2 | 1.40 |
| Professional/Technical | 1 | 0.50 | 1 | 0.50 | 1 | 0.50 | 1 | 0.50 | 1 | 0.50 |
| Roadway Maintenance | 13 | 12.80 | 13 | 12.80 | 13 | 12.80 | 13 | 12.80 | 13 | 12.80 |
| Waste Management | 2 | 2.00 | 2 | 2.00 | 2 | 2.00 | 2 | 2.00 | 2 | 2.00 |
| Building Maintenance | 7 | 6.40 | 7 | 6.40 | 7 | 6.40 | 7 | 6.40 | 7 | 6.40 |
| Parking Operations | 1 | 0.50 | 1 | 0.50 | 1 | 0.50 | 1 | 0.50 | 1 | 0.50 |
| Administrative/Clerical | 1 | 0.75 | 1 | 0.75 | 1 | 0.75 | 1 | 0.75 | 1 | 0.75 |
| Total | 29 | 25.85 | 29 | 25.85 | 29 | 25.85 | 29 | 25.85 | 29 | 25.85 |

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Estimate of total personnel costs based on FY2023 wages and benefits package. Medical and dental expenses are allocated based on number of benefit eligible positions. Only salaries are budgeted in the department. All other personnel costs are budgeted in Employee Benefits.

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|------------------|--------------------|
| Base Wages | 2,149,948 |
| Medical & Dental | 585,680 |
| FICA | 164,471 |
| Other | 10,792 |
| Retirement | 190,397 |
| Total | <u>\$3,101,288</u> |

| Performance Measures | Actual 2017- 2018 | Actual 2018- 2019 | Actual 2019-2020 | Actual 2020-2021 | Projected 2021-2022 | Projected 2022-2023 |
|---|-------------------------|-------------------------|---------------------|---------------------|------------------------|------------------------|
| CBYD (Total tickets / Required mark out) | 1,800 / 1,050 | 2,160 / 1,800 | 1,860/1,500 | 2,420/2,000 | 2,000/1,700 | 2,000/1,700 |
| # of service request calls (not including CBYD) | 1,500 | 1,200 | 1,300 | 1,200 | 1,400 | 1,200 |
| Tree complaints backlog (removals) end of year | 20 | 15 | 23 | 55 | 30 | 20 |
| Miles of roadway paved (1) | 4.00 | 4.40 | 3.80 | 5.80 | 6.30 | 6.30 |
| MSW vs SSR (tons) | 2,700 / 3,000 | 2,600 / 3,200 | 2,800/4,600 | 3,070/3,330 | 2,800/3,500 | 2,800/3,400 |
| Haul away costs (brush, leaves, logs, grass) | \$200,000 | \$200,000 | \$180,000 | \$195,000 | \$200,000 | \$200,000 |
| HHW Darien customers | 82 | 123 | 0 (3) | 240 | 100 | 150 |
| Outside vendor costs (Town Hall) | \$15,000 | \$25,000 | \$37,000 | \$18,000 | \$25,000 | \$23,000 |
| Maintenance cost per sq. ft. (Town Hall) (2) | \$4.31 | \$4.17 | \$4.44 | \$4.68 | \$4.40 | \$4.77 |

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- (1) Utility company cost sharing participation*
- (2) Town Hall & Mather Center = 116,000 SF*
- (3) Cancelled due to vendor issue*